

# ***SC DEPARTMENT OF CORRECTIONS***

## ***-JOB POSTING NOTICE (EOE)-***

OPENING DATE: 01/09/14

CLOSING DATE: 01/21/14 (4:30 PM)

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SCDC INTERNAL TITLE: BUILDING/GRNDS MGR SCDC POSITION #: 014878  
HOURS/WEEKLY: 037.50 SHIFT SCHEDULE: 02 WORK TIME: 0730 AM - 0330 PM  
LOCATION: FACILITIES MANAGEMENT, COLUMBIA (RICHLAND)

STATE JOB TITLE: BUILDING/GROUNDS MGR. STATE JOB CLASS: KA30  
BAND: 06 SALARY RANGE \$ 037945 - \$ 070204 SPECIAL INCENTIVE: NO  
LEVEL: A SALARY RANGE \$ 037945 - \$ 060093 SCEIS POSITION #: 61018576

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STATE OF SC MINIMUM TRAINING AND EXPERIENCE REQUIREMENTS:  
AN ASSOCIATE'S DEGREE AND PROFESSIONAL EXPERIENCE DIRECTLY  
RELATED TO THE AREA OF EMPLOYMENT.

AGENCY PREFERRED QUALIFICATIONS:  
ASSOCIATE'S DEGREE AND ONE (1) YEAR EXPERIENCE IN THE  
INSTALLATION, MAINTENANCE AND REPAIR OF INSTITUTIONAL  
LOCKING DEVICES; OR A HIGH SCHOOL DIPLOMA AND THREE (3)  
YEARS EXPERIENCE IN THE INSTALLATION, MAINTENANCE AND  
REPAIR OF INSTITUTIONAL LOCKING DEVICES. MUST HAVE A  
COMMERICAL DRIVERS LICENSE (CDL) "A" CLASS LICENSE OR  
OBTAIN WITHIN THE FIRST SIX (6) MONTHS OF EMPLOYMENT.

DESCRIPTION OF DUTIES:  
MUST POSSESS ABILITY TO LIFT AND INSTALL DOORS WEIGHING IN EXCESS OF  
200 LBS.; INSTALL AND/OR MODIFY DOOR AND DOOR FRAMES IN ALL DOOR TYPES  
SUCH AS PRE-CAST, STEEL, SHEETROCK AND BLOCK; PERFORM "TAKE-OFFS" ON  
DOORS AND DOOR FRAMES AND RELATED HARDWARE; INSTALL BUILDERS AND  
DETENTION DOOR HARDWARE TO INCLUDE HINGES, DOOR CLOSURES, LOCKS, ETC.;  
TEAR DOWN AND REPAIR AND/OR REBUILD BUILDERS AND DETENTION LOCKS AND  
AMERICAN PADLOCKS; AND OPERATE WELDING MACHINES, TORCHES, GRINDERS  
AND OTHER POWER TOOLS RELATING TO DOOR AND FRAME INSTALLATION OR  
MODIFICATION. MUST HAVE KNOWLEDGE OF AND KEEP ABREAST OF ALL NEW  
FIRE/SAFETY CODES PERTAINING TO DOOR HARDWARE.

COMMENTS:  
MUST SATISFACTORILY COMPLETE SCDC BASIC TRAINING